

El Monte Safety Meeting Summary October 28, 2004, Video-Conference

Those who attended:

In El Monte: John Urkov, Raphael Susnowitz, Annette Hebert, Steve Abu, Bill Valdez, Martin Cvjetkovic, and Bill Yates.

In Sacramento: Cindy Francisco

Log 300 Review:

There have been 5 workers compensation claims filed so far in El Monte during 2004.

Vehicle Accident Review:

There have been 6 vehicle accidents reported during 2004. Two occurred in Southern California.

CPR/First Aid Training:

The Department of General Services, Office of Risk & Insurance Management (ORIM) is no longer providing First Aid/CPR training classes to state and other public agencies as of July 2004. State agencies now must contract directly with First Aid/CPR providers. Cindy Francisco will work with the Training Section to arrange for 2 classes per year in El Monte. She will also request a Defensive Drivers Training Classes to be held in-house in El Monte.

"Notice to Employees" from SCIF:

The new "Notice to Employees" from SCIF regarding workplace injuries and illnesses were added to the emergency information pages on the web for both Sacramento and El Monte.

Earthquake Safety:

A e-mail has been circulating about a new earthquake safety method "Triangle of Life." Eric Lamoureux, Governor's Office of Emergency Services, issued a memo that stated that "The key to injury prevention is making sure buildings are safe, contents are secured, and occupants are trained to duck cover and hold." He believes that buildings constructed in California are built to stricter codes and standards than those in the rest of the U.S. and other countries. Buildings rarely collapse in California.

2004 Safety Inspection Responses:

The responses were due September 30, 2004. I have received responses from HSL and Annex 2. I am waiting for responses from Annex 1, Annex 3 and Annex 4.

Facility Management Update:

We wish Norma Tiscareno a long and enjoyable retirement, her last day will be October 29, 2004. Congratulations to Haydee Ocampo who just gave birth to a

new son. Bill Valdez is in the process of filling a vacant position and soon he will be filling Norma's vacancy. Bill asks for patience while he is the only one in ASD for a time. There is a part time student working.

Our next meeting will be scheduled at a later date.